

Garrett  
College  
Annual  
Security  
and Fire  
Safety  
Report

2010

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Generated annually in compliance with the Jeanne Clery Disclosure of  
Campus Security policy and Crime Statistics Act

## Garrett College Annual Security and Fire Safety Report 2010

This report is generated annually in compliance with the [Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act](#). The report may be obtained from the [college website](#), by contacting the Campus Security Office at 301-387-3037, or by emailing them at [security@garrettcollege.edu](mailto:security@garrettcollege.edu). All students, faculty, and staff receive a link to the Annual Security Report through their college email accounts once the report is posted. Hard copies are available in the following locations:

- Campus Security Office- MT 1506
- Human Resources/Personnel- BO 703
- Financial Aid- SC 401
- Library- LRC 500
- Dean of Student Life- LC 643
- Laker Hall- 105

Policies and procedures found in the report were adopted from the Student Code of Conduct and the Human Resources manual. Complete versions of these documents can be obtained on the college website or by contacting the Dean of Student Life or the Director of Human Resources.

### Campus Security

The Campus Security Office is under the leadership of the Coordinator of Security, who reports directly to the Dean of Administration & Finance. The Coordinator of Security is responsible for the implementation of daily operations and activities of the office. Current hours of operation are Monday through Friday from 8 am until 4pm; however, there is a member of Campus Security available 24 hours a day, 7 days a week.

Campus Security officers provide security and safety services and routinely patrol the interior and exterior spaces of the campus, respond to accidents, injuries, and any other incidents which may occur. Security is responsible for monitoring, maintaining, and enforcing campus alarm systems, parking regulations and incident reporting/statistics gathering. All crimes occurring on campus will be investigated by Security and referred to law enforcement officials when warranted. Infractions of the Student Code of Conduct are investigated and the findings are forwarded to the Dean of Student Life for further action.

Officers are CPR and AED certified and are trained to respond to incidents that require immediate attention, however they may request assistance from local police, fire and emergency medical services personnel as needed.

All students and employees of the College are encouraged to report all on-campus crime and suspicious activity promptly. It is recommended that the Campus Security Office's 24 hour contact number, 240-321-5799, be pre-programmed into a cell phone for quick and easy accessibility.

**For any emergency, law enforcement, fire and medical emergency services can be reached by dialing 911 or 8-911 from a campus phone.**

Campus Security officers do not have arrest powers or carry weapons, but do possess the authority to detain an individual until local law enforcement arrives. Garrett College maintains a good working

relationship with both the [Garrett County Sheriff's Department](#) (301-334-1911) and the [Maryland State Police](#) (301-387-1101). Dependent upon the circumstances of an incident, Campus Security can and will contact and involve law enforcement if necessary or requested by an individual. Annual meetings are arranged between the College and local law enforcement concerning crime in the area and to address and report issues seen within the college community as well as the local community. State and local law enforcement are requested to contact the Coordinator of Security when on campus to respect the rights and privacy of our students and employees.

## Emergency Response and Evacuations

The College has developed an Emergency Response Plan Reference Guide to aid and assist the college community to respond calmly, effectively, and safely to certain types of campus emergencies. This guide is available in the Campus Security Office. Also, a Quick Reference Guide is posted in each classroom and office, as well as in several locations throughout the campus. The College will annually perform exercises and drills to evaluate the plan and training needs, and update as deemed necessary.

## Timely Notifications and Warnings

A timely warning is issued in response to specified crimes that occur on or around campus. An emergency notification is required for any immediate threat to the health and safety of the college community.

Multiple methods are in place to ensure that members of the college community receive updated information regarding weather closings/delays and incidents that occur on campus. When necessary, important information is disseminated through e2 campus, an emergency notification system that informs subscribers through emails and text messages. Students and employees can access the sign up page for e2 campus by selecting the following link:

<http://www.e2campus.com/my/garrettcollege/signup.htm>

The College also sends notification through the use of the College Weather Line, radio and television alerts, and messages on the [College's website](#) as well as the official [Garrett College Facebook](#) page.

It is the decision of the College administration to determine the content of an alert and when that alert is distributed. It is the responsibility of Campus Security to carry out the notification process.

## Reporting of Crimes or Incidents

**For any emergency, law enforcement, fire and medical emergency services can be reached by dialing 911 or 8-911 from a campus phone.**

To report a crime or emergency to Campus Security by:

- Telephone:
  - 24 hour number: **240-321-5799**
  - Coordinator of Security: 301-387-3037
- Email:
  - [security@garrettcollege.edu](mailto:security@garrettcollege.edu)
- Office:
  - Maintenance Building- MT 1506

To complete an Incident Report, go to the [Campus Security](#) tab on the college website, and click on the option for the Garrett College Incident Report. Once completed, the report can either be printed and brought to the Campus Security office or emailed to [security@garrettcollege.edu](mailto:security@garrettcollege.edu).

## Access to Campus Facilities

Members of the college community, guests, and visitors have access to facilities during normal hours of business. Certain employees have been granted access to their offices and support spaces during non-operating hours through the use of the card access system. If at any time an individual needs access to a location on campus, as long as they have been granted permission, Campus Security is available to unlock. Also, if a college employee needs to access their office after hours, it is requested that they contact Campus Security to inform them of their presence. Students are not permitted to be in college facilities such as classrooms and the gymnasium without proper supervision from a designated college official.

## Maintenance and Security of Campus Facilities

Garrett College maintains a strong commitment to campus safety and security. As part of routine patrols, Campus Security inspects interior and exterior doors on campus to ensure locking mechanisms are working properly. Doors are secured to campus facilities when rooms are not scheduled for use or during non-operating hours. Any door or lock issue needs to be reported immediately to the Security Coordinator or the Facilities Administrative Assistant for repair.

Proper lighting is also an important component of an effective crime prevention program. Inspections and replacement of interior and exterior lighting is completed on a regular basis.

Parking lots and other public areas are routinely patrolled by Campus Security. These patrols are conducted at random to increase visibility and act as a preventative measure against vandals or thieves.

Garrett College currently is implementing a three year plan to install camera surveillance across its campus, beginning with priority locations. The college residence halls are the only facilities at this time that have video surveillance systems.

## Awareness and Crime Prevention Programs

Garrett College consistently strives to be pro-active; preventing crimes from occurring rather than reacting to past crimes or incidents. The College works with the college Counselor and Health Services Offices, as well as the local health department and local law enforcement to offer safety and security related workshops for students throughout the year, which will include, but are not limited to drug and alcohol prevention, sexual assault/date rape prevention, campus fire safety and suicide awareness. The [Health Services](#) and [Counseling Services](#) also provide pamphlets and brochures and information of activities and programs that may occur on campus as well as within the community and are manned by licensed and certified professionals.

The Campus Security, Counseling, and Health Services offices, as well as many outside community services, work together to promote awareness and prevention. They coordinate activities and information sessions in accordance to particular awareness months, which include some of the following:

- January- Personal Self Defense Awareness
- February- Relationship Wellness
- March- Youth Violence Prevention
- April – National Alcohol Awareness
- June- National Safety Month
- September-
  - Alcohol and Drug Addiction Recovery
  - Suicide Prevention
- October- Domestic Violence Awareness
- December- National Drunk and Drugged Driving Prevention

The Coordinator of Security also conducts an orientation program for incoming students at the beginning of each semester. Topics covered during this time include emergency preparedness and response, fire safety, personal safety, and incident reporting procedures.

Weapons of any kind are not permitted on the College campus, including within a motor vehicle parked on campus. The definition of a weapon includes fireworks, explosives, dangerous chemicals, arms classified as weapons, or an instrument designed to look like a weapon that can be used to cause apprehension or harm.

Safety and security on campus involves the participation of everyone. At Garrett College, we strongly encourage students and employees to be responsible for their own safety as well as the safety of others.

## Off-Campus Crime

students or employees who are convicted of criminal acts outside the campus while enrolled or employed at the College may be subject to disciplinary proceedings, up to and including expulsion or termination of employment. Criminal activity is monitored and reported by local and state law enforcement and Security cooperates with law enforcement should a violation of local, state, or federal law arise.

## Alcohol and Drug Policy

In compliance with the Federal Drug-Free Workplace Act of 1988; the Federal Drug-free Schools and Communities Act of 1989; the Maryland Drug and Alcohol Abuse Control Plan of 1990; and the Maryland Higher Education Commissioner's policies of 1990, Garrett College is dedicated in spirit and in compliance with law to a drug-free workplace and educational environment.

Students and employees are expected and required to be in appropriate mental and physical condition and to be free from the influence of alcohol or drugs. Alcohol use is not permitted on campus except under limited conditions that require the approval of the President (see section E of the Drug and Alcohol Policy in the HR manual).

The unlawful manufacture, distribution, sale, possession, or use of illicit drugs and the illegal use of alcohol as a part of any Garrett College activity, are absolutely prohibited, in accordance with all applicable federal, state, and local laws.

Violations of this policy by employees or students will result in disciplinary action, up to and including dismissal, consistent with normal college policy and procedure. In addition, any violations may have legal consequences consistent with local, state, and federal law.

The College recognizes drug or alcohol abuse as a major health problem as well as a potential safety and security issue. Students and employees needing assistance in dealing with such problems are encouraged to use community or campus assistance services. Contact information for these services can be found on the "resources" page (20) of the annual security report.

The College will maintain a program to increase the awareness of the College community about:

- The dangers of drug and alcohol abuse. All students, staff and faculty will be advised individually through mail, email, advertisements, sessions, awareness programs, and through other appropriate avenues.
- The availability of drug and alcohol counseling and rehabilitation programs. The College will distribute a description of drug or alcohol counseling, treatment, rehabilitation, or re-entry programs available to the College community at least once per year.
- The College employs a counselor for 20 hours per week for students. The counselor provides an intake that identifies potential alcohol and/or drug use, has the ability to refer students for drug/alcohol screening, and provides counseling services.

At the beginning of each semester (typically the third week of September and the third week of January), the College will hold a drug and alcohol awareness and prevention week. Throughout the year, the College will hold special programs on drug and alcohol prevention sponsored and organized by the Campus Security, Counseling, and Health Services offices. Times, dates, and locations of these event will be advertised weeks in advance to the college community on the College website, the intranet, and emailed to students' college accounts.

Employees in need of assistance may be referred by area supervisors, department heads, administrators, or security personnel. Drug counseling and rehabilitation program information can be obtained through the College's Director of Human Resources.

## Sexual Assault/Harassment Policy

Garrett College is dedicated to ensuring all members of the college community- students, faculty, staff and administrators- the right to work and learn in an environment free from intimidation or coercion in any form. College policies have been established to promote an educational and work atmosphere free from the threat of harassment or assault.

**Sexual assault** is any sexual advances, physical, or verbal, that becomes violent in nature possibly causing emotional stress or turmoil in relation to one's work, employment, education, or self-esteem and well being. Sexual assault includes but is not limited to:

- Verbal or physical attacks or abuse;
- Pressure for sexual favors.

**Sexual Harassment** is any persistent sexual behaviors, requests for sexual favors, or other irritating and unwelcome sexual conduct toward another individual including:

- Sexual involvement with an individual followed by threats concerning one's education or employment;
- Unwelcome remarks or gestures with sexual connotations toward an individual;
- Unwelcome touching.

Sexual offenses are very serious incidents and active involvement is requested in order to prevent or reduce the opportunities for incidents of this nature to occur. By being aware of your surroundings, being alert, reporting suspicious activity, and participating in any college sponsored prevention programming, members of the college community can help maintain a safe campus for all.

However, should one find themselves the victim of sexual assault or harassment, it is best to report it immediately to the:

- Dean of Student Life in LC 643 or at 301-387-3748
- Director of Human Resources in BO 703A or at 301-387-3049
- Coordinator of Security in MT 1507 or at 301-387-3037
- Counseling Services in LC 691 or at 301-387-3743

- Health Services in LC 683 or at 301-387-3742

Any designated official of the College will direct the victim to the college's certified professional counselor who will encourage the victim to contact law enforcement and medical personnel as soon as possible; ensuring proper preservation of evidence needed for an investigation is followed. At the request of the victim, the college counselor or designated official will assist in contacting local law enforcement and medical services, and make arrangements to transport the victim to the closest hospital equipped with a sexual assault evidence collection kit (Garrett Memorial Hospital).

The Jane Doe provision of the Violence Against Women Act (VAWA) of 2005 provides that states may not "require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursed for charges incurred on account of such exam or both". A forensic nurse holds hours on campus every Tuesday during regular semester and can provide more details of this program as well as direct victims to proper services. Garrett Memorial Hospital also has personnel trained in relation to anonymous reporting and forensic examinations.

The victim will also be informed of counseling services available at the Garrett County Health Department, mental health providers or the Domestic Violence and Sexual Assault Resource Center, Incorporated (d/b/a the Dove Center). Contact information for all on and off campus resources can be found in the resource section of the Annual Security Report.

In case of alleged sexual assault or other sex offenses handled through on-campus disciplinary hearings:

- The accuser and accused are entitled to the same opportunities to have others present during their proceedings
- The accuser and accused shall be informed of the outcome of any disciplinary proceeding alleging a sexual assault including:
  - the College's final determination
  - any sanction(s) imposed against the accused

Students may obtain assistance from a designated college official in changing academic and/or living situations after an alleged sexual assault. Victims will be notified of available options at the time of the request and the request will be accommodated when reasonably available.

## **Procedures for Reporting- Sexual Offense or Hate Crime**

Any student who feels that (s) he has been subject to sexual harassment/assault by another student or a college employee should file an incident report with the:

- Dean of Student Life in LC 643 or at 301-387-3748
- Coordinator of Security in MT 1507 or at 301-387-3037
- Counseling Services in LC 691 or at 301-387-3743
- Health Services in LC 683 or at 301-387-3742

If a student brings such an incident to the attention of any employee of the College, that employee should immediately notify one of the responsible officers of the College listed above that an alleged incident has occurred. The individual should be encouraged to file an incident report which can be done so anonymously. Designated college officials will direct the student to the college Counseling Services office who will assist them in filing a report, contacting law enforcement, receiving medical attention, and setting them up with the appropriate resources.

If the incident involves only students, it will be investigated by the Dean of Student Life. If the allegation is found to be credible, the incident will be handled through the process established in the Student Conduct Code.

Any employee who feels that (s) he has been subjected to sexual harassment/assault by another employee or a student should file an incident report with the:

- Director of Human Resources in BO 703A or at 301-387-3049
- Coordinator of Security in MT 1507 or at 301-387-3037

If the incident involves college personnel, the incident will be investigated by the Director of Human Resources. If the complaint is found to be credible, outside legal counsel will be engaged to perform the investigation. Legal counsel will prepare a report for the President who will take appropriate action.

Any individual who feels (s) he has been the victim of harassment, assault, or hate crime has the right to pursue additional legal action as provided for in the state and federal legal and/or civil codes. The outcome of any such action may result in additional sanctions. The College will cooperate fully in any investigation of harassment, assault, or hate crime by a law enforcement agency and will assist in any way the victim of a crime.

Reporting harassment, assault, or a hate crime will not reflect on the individual in any way with regard to his/her status as a student or employee of the College including future employment, grades, work assignments, etc.

## Maryland Sex Offender Registry

Maryland law requires that sex offenders, if they are going to live, work, or attend school in the State, must register with state or local authorities upon their release from incarceration, once a year thereafter, and when they change their place of residence.

The Maryland Sex Offender Registry is available on-line at <http://www.dpscs.state.md.us/> and provides photos and information, including the charges, of registered offenders in the state of Maryland.

The United States Department of Justice also offers the Dru Sjojin National Sex Offender Public Website on-line at <http://www.nsopw.gov/Core/Conditions.aspx> providing information on registered offenders from all 50 states.

## Hate Crime Policy

**Hate crime** is defined as any act of intimidation, harassment, physical force or threat of physical force directed against any person, their property or advocate, motivated either in whole or in part by hostility to their real or perceived race, ethnic background, religious belief, sex, age, disability, or sexual orientation, with the intention of causing fear or intimidation; or with the intent to deter or resulting in the deterrence of the free exercise or enjoyment of any rights or privileges secured by the Constitution or the laws of the United States or Maryland whether or not performed under color of law.

## Non- Discrimination Policy

Garrett College prohibits discrimination against any person on the basis of race, ethnicity, religion, gender, age, sexual orientation, veteran status, or physical or mental disability. This non-discrimination policy applies to and includes, but is not necessarily limited to, employment practices, access to educational programs, and access to services. The College will abide by all applicable requirements of state and Federal law prohibiting discrimination.

## Stalking, Cyber Stalking and Harassment Policy

Garrett College is committed to providing a safe and secure learning and working environment that is free from stalking, harassment, and other threats, which are criminal offenses under Maryland state law and prohibited at Garrett College and for College students and employees either on or off the College premises.

**Stalking** is defined as a “malicious course of conduct that includes approaching or pursuing another where the person pursuing knows, or reasonably should have known, that the conduct would place another in reasonable fear of serious bodily injury, as assault in any degree, rape or sexual offense, false imprisonment, and/or death”.

**Cyber stalking** is pursuit of another that involves the use of technology such as e-mail or social networks and has the same threatening effects.

**Harassment** is defined as maliciously engaging in a course of conduct that alarms or seriously annoys another that continues after receiving a reasonable warning or request to stop.

The College’s policy applies to all students, employees and visitors to the campus. Besides sanctions related to the incident or behavior itself, the College reserves the right to administer additional sanctions to an offender if the incident or behavior affects the general academic and/or work environment of the College. College disciplinary procedures are independent of any and all criminal procedures. Substantiated charges against an employee or student of the College on or off College premises will subject that individual to disciplinary action, which may include suspension or dismissal.

## Missing Student Notification

On-campus housing is defined as a dormitory or other residential facility located on an institution's campus. Garrett College offers two residential halls for its on-campus students: Garrett Hall and Laker Hall. Should the situation arise where it is believed that an on-campus student is missing, Campus Security has adopted the following procedures:

At the beginning of each academic year, students residing in on-campus housing will be informed by the Residential Services Office that Garrett will notify either a parent or an individual selected by the student no later than 24 hours after the time the student is determined to be missing. This information will include the following:

- Students have the option of identifying an individual to be contacted by Garrett no later than 24 hours after the time the student has been determined to be missing. Students can register this confidential contact information through the Residential Services Office.
- If the student is under 18 years of age, and not an emancipated individual, Garrett is required to notify a custodial parent or guardian no later than 24 hours after the time that the student is determined to be missing.
- Garrett will notify the appropriate law enforcement agency no later than 24 hours after the time that the student is determined to be missing.
- If Security or law enforcement personnel has been notified and makes a determination that a student who is the subject of a missing person report has been missing for more than 24 hours and has not returned to campus, Garrett will initiate the emergency contact procedures in accordance with the student's designation.

Garrett will follow the following notification procedure for a missing student who resides in on-campus housing:

- Once Garrett receives a missing student report the following offices will be notified:
  - Campus Security
  - Dean of Student Life
  - Residential Services Office
- Any official missing person report relating to this student shall be referred immediately to Security.
- If Security, after investigating the official report, determines the student has been missing for more than 24 hours, Garrett will contact the individual identified by the student, the custodial parent or legal guardian if the student is under 18 and not emancipated, or local law enforcement if these do not apply.

## Campus Crime and Preparation of the Annual Security Report

Garrett College is committed to accurate reporting of crimes that occur on-campus, and on public property geographically situated around campus. Statistics are compiled from information contained within official incident reports as well as data collected from area law enforcement when applicable. This report is prepared by the Coordinator of Security and reported by law to the Office of

Postsecondary Education. The statistics below are the official crime statistics reported for Garrett College in accordance with Clery Act reporting.

They can also be viewed on-line at <http://ope.ed.gov/security/GetOneInstitutionData.aspx> and by entering OPE ID: 01001400. The following statistics are for years 2007-2009 and are required to be updated every year in October.

### Criminal Offenses - On campus

Criminal offense	Total occurrences On campus		
	2007	2008	2009
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	1
d. <u>Sex offenses - Non-forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	1
f. <u>Aggravated assault</u>	0	0	3
g. <u>Burglary</u>	0	16	12
h. <u>Motor vehicle theft</u>	0	0	1
i. <u>Arson</u>	0	0	0

### Criminal Offenses - On-campus Student Housing Facilities

Criminal offense	Total occurrences in On-Campus Student Housing Facilities		
	2007	2008	2009
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	1
d. <u>Sex offenses - Non-forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	0
f. <u>Aggravated assault</u>	0	0	2
g. <u>Burglary</u>	0	15	9
h. <u>Motor vehicle theft</u>	0	0	0
i. <u>Arson</u>	0	0	0

### Criminal Offenses - Noncampus

Criminal offense	Total occurrences in or on Noncampus buildings or properties		
	2007	2008	2009
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0

b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-Forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	0
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0
i. <u>Arson</u>	0	0	0

### Criminal Offenses - Public Property

Criminal offense	Total occurrences on Public Property		
	2007	2008	2009
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0
e. <u>Robbery</u>	0	0	0
f. <u>Aggravated assault</u>	0	0	0
g. <u>Burglary</u>	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0
i. <u>Arson</u>			

## Hate Crime Statistics

### Hate Crimes - On campus

Criminal offense	Occurrences of Hate crimes								
	Total by year			Category of Bias for crimes reported in 2009					
	2007	2008	2009	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>	0	0							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0	0	0

e. <u>Robbery</u>	0	0	1	1	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>			0	0	0	0	0	0	0
l. <u>Intimidation</u>			0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>			0	0	0	0	0	0	0

### Hate Crimes - On-campus Student Housing Facilities

Criminal offense	Occurrences of Hate crimes								
	Total by year			Category of Bias for crimes reported in 2009					
	2007	2008	2009	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>	0	0							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>			0	0	0	0	0	0	0
l. <u>Intimidation</u>			0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>			0	0	0	0	0	0	0

### Hate Crimes - Noncampus

Criminal offense	Occurrences of Hate crimes								
	Total by year			Category of Bias for crimes reported in 2009					
	2007	2008	2009	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin

	2007	2008	2009	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>	0	0							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0
i. <u>Arson</u>	0	0	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>			0	0	0	0	0	0	0
l. <u>Intimidation</u>			0	0	0	0	0	0	0
m. <u>Destruction/damage/ vandalism of property</u>			0	0	0	0	0	0	0

### Hate Crimes - Public Property

Criminal offense	Occurrences of Hate crimes								
	Total by year			Category of Bias for crimes reported in 2009					
	2007	2008	2009	Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0
b. <u>Negligent manslaughter</u>	0	0							
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0	0	0
d. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0	0	0
e. <u>Robbery</u>	0	0	0	0	0	0	0	0	0
f. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0
g. <u>Burglary</u>	0	0	0	0	0	0	0	0	0
h. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0	0	0

i. <u>Arson</u>	0	0	0	0	0	0	0	0	0
j. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
k. <u>Larceny-theft</u>			0	0	0	0	0	0	0
l. <u>Intimidation</u>			0	0	0	0	0	0	0
m. <u>Destruction/damage/vandalism of property</u>			0	0	0	0	0	0	0

## Arrest and Disciplinary Action Statistics

### Arrests - On campus

Law Violation	Number of Arrests		
	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	6	4	5
c. <u>Liquor law violations</u>	0	2	0

### Arrests - On-campus Student Housing Facilities

Law Violation	Number of Arrests in On-Campus Student Housing Facilities		
	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	6	4	5
c. <u>Liquor law violations</u>	0	2	0

### Arrests - Noncampus

Law Violation	Number of Arrests		
	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

### Arrests - Public Property

Law Violation	Number of Arrests		

Crime	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	2	0	0

### Disciplinary Actions - On campus

Law Violation	Number of persons referred for Disciplinary Action		
	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	3
b. <u>Drug abuse violations</u>	4	4	0
c. <u>Liquor law violations</u>	21	19	16

### Disciplinary Actions - On-campus Student Housing Facilities

Note: This category was added to the web survey for the 2009 data collection.

Law Violation	Number of persons referred for Disciplinary Action		
	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>		0	3
b. <u>Drug abuse violations</u>		4	0
c. <u>Liquor law violations</u>		19	16

### Disciplinary Actions - Noncampus

Law Violation	Number of persons referred for Disciplinary Action		
	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	4	0	0

### Disciplinary Actions - Public Property

Law Violation	Number of persons referred for Disciplinary Action		
	2007	2008	2009
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

## Fire Safety Report

The Campus Fire Safety Right-to-Know Act became federal law with the passage of the Higher Education Opportunity Act of 2008. This law requires campuses that maintain college housing to compile data for on-campus housing fires and to complete an annual report with this data. The collection of fire statistics in on-campus student housing prior to this year was not federally mandated.

Garrett College maintains two residence halls on-campus for students: Laker Hall and Garrett Hall.

Laker Hall is equipped with the following fire protection systems:

- Stand alone smoke detectors in all apartments. Handicap rooms have smoke detectors connected to the central alarm system.
- Fire alarm pull stations, bells horns, and/or strobe lights in all common areas.
- Wet charged sprinkler system. Sprinkler heads are temperature activated. System is supplied by the Municipal County Water System.
- Emergency lights in corridors and stairwells.
- Fire extinguishers in each corridor, kitchen, and laundry room.
- Fire hydrants in proximity to the residence hall.

Garrett Hall is equipped with the following fire protection systems:

- Stand alone smoke detectors in all apartments. Fire alarm pull stations, bells horns, and/or strobe lights in all common areas.
- Wet charged sprinkler system. Sprinkler heads are temperature activated. System is supplied by the Municipal County Water System.
- Emergency lights in corridors and stairwells.
- Fire extinguishers in each corridor, kitchen, and laundry room.
- Fire hydrants in proximity to the residence hall.

Each of the fire safety systems are NOT call-out capable, so if alarms do sound, one should contact the Campus Security office at 240-321-5799. If 911 is called directly, make a follow up call to Campus Security so they may meet and facilitate the evacuation process as well as the fire department response.

A fire log for residence hall facilities is maintained by the Campus Security office as well as the Residence Life office. The log may be viewed anytime during regular business hours, Monday through Friday, in Laker 105. The log records information concerning fires occurring inside a campus residence hall.

Fire drills are scheduled in residence hall facilities at least once per semester. All residents and guests are required to evacuate the building when an alarm is activated. During a fire alarm, evacuate the building by using stairs and moving at least 100 feet away from the building (the gravel parking lot located by the CAOS building is the designated evacuation site). Do not block parking lots or service roads and entrance areas as these may be needed by emergency responders. No one should leave in a vehicle during this time either so that staff can account for all individuals.

Drills will be evaluated for their effectiveness by Campus security and Residence Life staff. Residence Life staff receives fire safety training from the Campus Security Department annually. Every September, Campus security holds activities in observance of Campus Fire Safety Month. During this time, students,

faculty, and staff are informed and educated on the dangers of fires on campus and in campus housing, as well as prevention tactics.

Smoking and any type of open flame is not permitted within Residence Hall facilities. This includes candles, incense or any type of flame cooking devices. Additional prohibited items can be found in the [Res Hall Guide](#).

**Summary of Fires**

Name of Facility	2007			2008			2009			
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths	
Garrett Hall							0	0	0	
Laker Hall							1	0	0	<a href="#">VIEW DATA</a>
Total							1	0	0	

## Resources and Contact Information

National Domestic Violence Center	800-799-SAFE
Garrett County Crime Solvers	301-334-1975
Garrett County Detention Center	301-334-5055
Garrett County Health Department	301-334-7777
Garrett County State's Attorney Office	301-334-1974
Garrett County Sheriff	301-334-1911
Circuit Court of Garrett County	301-334-1934
District Court of Garrett County	301-334-8020
Garrett College Security 24 hours	240-321-5799
Garrett College Security Coordinator	301-387-3037
Garrett College Health Services	301-387-3742
Garrett College Counseling Center	301-387-3743
Governor's Office of Crime Control	410-321-3521
Juvenile Justice, Garrett County	301-334-8608
Garrett County Health Dept.- Addictions	301-387-7670
Maryland State Police Barrack W	301-387-1011
Garrett County Social Services	301-533-3000
Parole & Probation for Garrett Co	301-387-8113
Public Defender of Allegany Co	301-777-2142
Garrett County Emergency Management	301-387-1929
Garrett Memorial Hospital	301-533-4000
Domestic Violence Crisis Referral	800-MDHELPS
Sexual Assault Crisis Referral	800-656-HOPE